

Meeting Minutes

April 23, 2004

1:00 pm

Attendance

Price UDOT Videoconference Facility	
Randy Auman	Logan City Police Dept
Doug Chandler	State of Utah, ITS
Boyd Webb	State of Utah, ITS
Tim Slocum	State of Utah, Corrections
Bart Bailey	Washington County
Ryan Larkin	Washington County
Steve Proctor	UCAN
Bret Mills	Emery County
Phil Bates	State of Utah, DPS
Tim Cornia	State of Utah, DPS
Jake Hunt	UCAN

Salt Lake Videoconference Facility	
Floyd Ritter	State of Utah, ITS
David Shopay	West Valley City
Lloyd Johnson	State of Utah, DNR
Jeff Dial	St. George City
Scott Mattsen	South Salt Lake City
Ed Frazier	Layton City
Al Holland	Salt Lake City
Nancy McConnell	State of Utah, ITS
Paul Pitts	Layton City

Logan Videoconference Facility	
Jeff Stork	State of Utah, ITS
Von Williamson	Cache County

Introductions

Steve Proctor welcomed those in attendance. Introductions were made over the videoconference links.

Approval of Minutes

Tim Slocum made a motion to accept the minutes as presented. Jeff Dial seconded the motion. Motion passed unanimously.

Web Sites

Doug Chandler informed the group that the previous Lyris list server had been having problems, so YahooGroups were created for passing information. This is in addition to the RPC Web Site. The nice thing about the YahooGroups Web Site is that documents can be shared among sub-committees, meetings can be calendared, etc. The official RPC Website will remain the primary source of information. Here is the link for the 700MHz Regional Planning Committee YahooGroup: <http://groups.yahoo.com/group/RPC41/>

4.9 GHz Subcommittee: <http://groups.yahoo.com/group/RPC41-49GHz>

Interoperability Subcommittee: <http://groups.yahoo.com/group/rpc41-interoperability/>

Steve Proctor noted that the Region 41 plan will be posted and shared via this web site. Of course the official Region 41 Website will also keep the most current document posted.

Purpose of 700MHz Slideshow

Randy Auman gave a PowerPoint presentation. The purpose of the Region 41 Planning Committee is to create and submit a plan to the FCC for the use of the new 700MHz spectrum. The frequencies were allocated from certain TV channels. Randy briefly discussed the required standards and uses of the spectrum, as well as the breakdown of the various portions of the new Public Safety spectrum.

Administration and Planning of and for the new spectrum will be an on-going basis even after the plan is submitted for approval. The Region 41 By-Laws and many other charts and documents are available on the Web Site: <http://uwin.utah.gov/700mhzrpc/700mhzrpc.html>

Committee Structure and Responsibilities

Boyd Webb reported that the chairs of the *Implementation* and the *Technology* Subcommittees met and felt that the two committees had overlapping functions. These two committees have been merged into one, with Boyd Webb and Jeff Dial acting as co-chairs. Boyd outlined the need to recruit knowledgeable individuals to participate in this and other subcommittees.

***ACTION ITEM:** Steve Proctor said he would send out a letter outlining the responsibilities of each subcommittee. A copy will go to Doug Chandler for posting on the Web Site(s).*

Steve addressed a question on timeline for completion of the Region 41 Plan. Steve noted that we specifically need to focus on tribal areas with respect to meeting invites. **Steve said timing would be noted in the definition of responsibilities of the various subcommittees.**

Interoperability Subcommittee

Von Williamson has nothing new to report yet. He is striving to recruit members to the YahooGroup.

4.9 GHz Subcommittee Report

Tim Cornia has been working with Boyd Webb on a draft plan. Tim Cornia gave a brief report on the document. There is a time constraint of July 1 on the completion of the draft. Tim will be working to push the document through to completion, after getting as much input as possible. There are significant things that will be addressed in the document. The document as drafted gives the RPC some authority as far as allocation and who gets to use what.

Steve further underscored that agencies would need to make application to this committee to use this new spectrum. Tim Cornia noted that manufacturers are already selling equipment that operates on this spectrum. There are really 18 channels that can be used, but some can be aggregated together to create larger channels. You can get up to 20 MHz by stacking four of the 5 MHz channels.

Initial Draft of the Region 41, 700MHz Plan

Doug Chandler gave an overview of a skeletal outline that mirrors the NCC's recommendation for Regional Plans. The first version of the plan will follow this recommendation exactly. The rest of the group can change the structure as we go. Each section of the document will be assigned to a subcommittee for completion. Doug read off the recommended Table of Contents.

***ACTION ITEM:** Doug Chandler committed to completing the first draft and getting it posted by the end of next week (4/30/04).*

Spread The Word

Steve urged everyone to keep the drive going to sign up agencies as members on the list. These efforts usually start strong and then taper off toward the end. We need to keep the momentum going. Jeff

OmniLink Update

Steve asked Phil Bates to bring everyone up to speed on the OmniLink voice interoperability project. The system is being stage back at Motorola and is due to ship the 2nd week of May, arrive on sites with preliminary install and testing occurring the first week of June. A practical test/exercise is scheduled in Millard County on June 15. Most of the network will be finished by July –August. The UCAN system will be migrated to it by October. By March 2005, the entire system should be up and running with all the regional centers connected.

Jeff Dial asked about on-going costs. Phil pointed out that dispatch hardware will remain the responsibility of the dispatch centers, but there will be costs for the circuits. Phil anticipates that the state will pick up the circuit costs.

Steve Proctor pointed out that one of the purposes of this project is to tie in 800MHz repeaters with the VHF systems throughout the state. This will be a unique system in the state as well as nationally. Someone asked about dispatchers having to monitor more channels. Phil pointed out that it will come down to procedures between dispatch centers. Steve underlined the critical need for training.

The next UWIN Technical Steering Committee will be in Millard County June 4 in order to demonstrate the OmniLink connection there.

Next URPC Meeting

Steve said we should plan on holding informational meetings in:

- Moab/San Juan County
- Box Elder/Weber/Davis
- Tooele
- Richfield

Dave Shopay discussed at some length the need for better coordination and enforcement of talkgroup protocols. The 700MHz plan will need to have more stringent protocols.

The Next Meeting will be:

Friday June 11

10:00 am

Moab

Department of Workforce Services

Address: 457 Kane Creek Road